

Public Safety and General Government Committee of the Common Council

August 25, 2022

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Members of the public who wish to view the meeting, but are not participating, can also view the live meeting using the Zoom meeting platform by clicking on the **"View/Participate" Live on Zoom** link. **Some meetings** can also be viewed live on the City of Norwalk YouTube channel by clicking on **"View Only" Live on Youtube**. This stream is delayed by approximately 20 seconds, and not every meeting is streamed live to Youtube.



Members of the public who wish to provide public comment are encouraged to submit those comments to the meeting staff person (mdeluca@Norwalkct.org) via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time.

Meeting Agenda

I. Welcome and Roll Call

II. Acceptance of Minutes- June 23 and July 12 (special)

III. Public Participation

IV. New Business

Police Department

1. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2022/23 Edward Byrne Memorial Justice Assistance Grant, in the amount of. \$32,235.00. Account # TBD
2. Authorize the Chief of Police, Thomas E. Kulhawik to execute any and all agreements, documents and/or amendments that may be necessary to implement programs under the Department of Justice FY 2022/2023Edward Byrne Memorial Justice Assistance Grant. \$32,235.00. Account TBD.
3. Authorize the Mayor Harry W. Rilling to execute any and all agreements, documents, and instruments with the State of Connecticut, Department of Emergency Services and Public Protection for the for the use and improvement of telecommunications facilities in Wilton, CT.
4. Authorize the Purchasing Agent, Sharon Connors, to issue a purchase order under state contract pricing for ten vehicles per Norwalk purchasing guidelines, not to exceed \$420,000. Account #09223010 5777

Department of Public Works

1. Authorize the Department of Public Works to have South Norwalk Electric and Water install two (2) new street lights on the existing utility poles on Bates Court in accordance with the attached plan at an approximate one-time fixed cost of \$960 and an approximate cost of \$40 per month, to be paid for from Account No. 0140 86-5266.
2. Authorize the Department of Public Works to have Eversource Electric install three (3) new street lights on the existing utility poles at the north, south and west approaches to the intersection of **Dover Street** and Prospect Street in accordance with the attached plan at an approximate cost of \$60 per month, to be paid for from Account No. 0140 21-5241.

Personnel and Labor Relations:

1. 2022 Annual Salary Adjustments for Ordinance Employees:

In accordance with the revised Pay Plan for Non-Union, Appointed and Elected Officials, the City is requesting the Common Council's authorization and approval for the Mayor to adjust the pay schedule of employees covered by this Plan by 2.35% effective July 1, 2022.

This adjustment to this pay schedule is consistent with the pay rate adjustments received by the City's Unionized workforce in the settlement of the collective bargaining agreements. There are currently 22 City employees covered by this Pay Plan, and the funding has been allocated in the approved City budget for fiscal year 22-23.

V. Discussion- Time permitting- can be moved to September's agenda

- September- National Preparedness Month /how Common council can assist in emergencies

VI. Old Business

Next Meeting: September 22, 2022

**CITY OF NORWALK
PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE OF THE COMMON
COUNCIL
JUNE 23, 2022**

Attendance: Jenn McMurrer, Chair; Dominique Johnson; Thomas Keegan; Josh Goldstein; Tom Keegan; Nicol Ayres; Diana Revulus (arrived at 7:06PM)

Staff: Michele DeLuca, Deputy Director Emergency Management; Gino Gatto, Fire Chief; Broderick Sawyer, Fire Marshal

I. WELCOME AND ROLL CALL

Ms. McMurrer called the meeting to order at 7:01PM.

II. ACCEPTANCE OF MINUTES 5/26/22

Change "Mc Murrer" to "McMurrer" throughout.

**** MR. KEEGAN MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** THE MOTION PASSED WITH (5) FIVE IN FAVOR AND (1) ABSTENTION- MS. AYERS.**

III. PUBLIC PARTICIPATION

There was no public comment this evening.

Ms. McMurrer said this is Mr. Keegan's last Public Safety and General Government meeting that he will be attending and that it has been a pleasure to learn from and work with him and he brings such joy to this job, and always does it with a smile and grace and she respects his honesty and she appreciates that, and he will be greatly missed and wishes him all of the best in his next chapter.

IV. NEW BUSINESS

Fire Department

AUTHORIZE THE PURCHASING AGENT, SHARON CONNORS TO ISSUE A PURCHASE ORDER TO THE SOLE BIDDER, SEA SUPPORT INC. UNDER BID #, 4165R FOR THE PURCHASE OF REFURBISHED AND CERTIFIED-TO-NEW 25' SAFE BOAT, DEFENDER CLASS, NOT TO EXCEED \$240,000. THE 25% MUNICIPAL GRANT MATCH OF \$60,000 HAS

BEEN ALLOCATED FOR IN THE 2022-23 CAPITAL BUDGET. ACCOUNT NO# 363185-5738-G0008 (DC ED PRESCOTT)

Deputy Chief Prescott said that are looking to purchase a refurbished boat similar to what the police department has to replace their seven-year-old boat. He said this is their smaller boat that is accessible to the islands and shores as well as around the pilings which they are responsible for as part of Homeland Security.

****MR. KEEGAN MOVED TO APPROVE THE ITEM.
** THE MOTION PASSED UNANIMOUSLY.**

Police Department- No action items

V. DISCUSSION ITEMS

- **Fire safety education – Fire Marshal Broderick Sawyer**

Ms. Ayers asked if there is any friendly literature available that can be given out to constituents particularly for elderly residents and if so, what his recommendation is for the best ways to distribute it. Fire Marshal Sawyer said to contact his office and they have brochures for senior adults in both English and Spanish and he can be reached at (203) 854-0248 or bsawyer@norwalkct.org. He also said that some of the brochures are available at City Hall.

Ms. McMurrer asked for the highlighted points on the literature that he had distributed in terms of keeping homes safe and in case of a fire. Fire Marshal Sawyer said the most important think is to have working smoke and carbon monoxide detectors and the Fire Marshal's office will install them Monday through Thursday from 4:00PM-7:00PM for single- and two-family residents. He also recommended having an escape plan and eliminate any ignition sources as well as proper disposal of old batteries. He said if there is a fire in your home to be sure to close doors behind you to create a barrier between yourself and the fire to allow time to escape and the escape plan should be practiced consistently and have a meeting place. He said it is also important to dispose of smoking materials correctly and recommend having a metal can filled with sand that is 10' away from the house with a metal lid.

Ms. McMurrer asked how may fire and carbon monoxide detectors are needed depending on the square footage of a house. Fire Marshal Sawyer said to follow the manufacturers recommendation but there should be one smoke detector on every level of the home including the basement but not in the attic if it is not a livable space. He said he recommends a battery backup for carbon monoxide detectors and should be installed where there is not CO naturally.

Ms. McMurrer asked for some examples of what she be a part of the escape plan. Fire Marshal Sawyer said the best thing to do is to have an escape plan to get out of the house but said for those that live in an apartment building an escape plan may not be that simple so those residents may want to protect in place by feeling the door with the back of your hand and see if there is a pathway to get down the hallway. He also said once you have exited the house not to go back in even for a pet and once the fire department arrives, they will get the pet and because pets are closer to the ground will have a longer survival time that people.

Chief Gatto said that escape ladders are great to have on the second floor and if one is purchased it should be practiced on how to use it and the most important thing to do is to close bedroom doors at night and to have a working smoke detector in every bedroom on every level.

Mr. Keegan discussed the importance of proper disposal of fireplace ashes and said there have been a number of tragedies in the last number of years because of improper disposal of fireplace ashes. Fire Marshal Sawyer said the proper disposal of fireplace ashes is the same as for smoking materials and should be placed in a metal can filled with sand that is 10' away from the house with a metal lid. He also discussed the importance of maintaining the fireplace and chimney.

Mr. Keegan discussed the importance of learning the early symptoms of carbon monoxide poisoning and need to be mindful of how to protect ourselves.

Chief Gatto said on the Fire Department's website there are safety tips that are updated each season. Fire Marshal Sawyer said there are also links available to fire safety information on their website and are available for download. Ms. McMurrer said there is also a fire safety library with a lot of robust information and can be found at www.norwalkct.org/474/safety-library

Mr. Goldstein asked about fireworks safety. Fire Marshal Sawyer said the only fireworks that are legal in Connecticut are sparklers and fountains and if someone is setting off fireworks that are not legal in your neighborhood to call 911.

Ms. McMurrer requested Fire Marshal Sawyer repeat the information regarding the service that the Fire Department offers for the installation of battery-operated smoke detectors. Fire Marshal Sawyer said the Fire Marshal's office will install battery operated smoke detector Monday through Thursday for single- and two-family residents from 4:00PM-7:00PM by contacting his office and is a free service. Ms. DeLuca added that the American Red Cross also has a smoke detector installation program.

Ms. Deluca said on October 1, 2022, the annual open house will be held at the Public Works Center and will include Fire, Police, DPW and EMS and would love for the committee members to help with the outreach.

VI. OLD BUSINESS

There was no old business discussed this evening.

VII. ADJOURNMENT

**** MS. REVOLUS MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:50PM.

Respectfully submitted,

Dilene Byrd

From the desk of Fire Marshal Broderick Sawyer,

The Norwalk Fire Marshal's Office In our continuous efforts to protect lives and property in our community from the danger of fire and I want to reiterate the following fire safety and prevention guidelines:

Immediately call 911 and do not try to extinguish any fire on your own. Eliminating ignition sources in close proximity to combustible materials, as well as following manufacturer's instructions for use of any appliance or heat producing item in your home will help to prevent unintended fires.

Install and regularly test smoke detectors* and carbon monoxide detectors in your homes. Ensure they are installed per manufacturer's instructions. Disposal of old Ionization smoke alarms, which have an amount of radioactive material, may be sent back to the manufacturer. Check with them directly, they may have a recycling program.

When these devices activate initiate your escape plan and leave the home, have a meeting place outside the home and verify everyone is safe. **DO NOT** go back inside until it has been confirmed there is no danger to your family or visitors.

Carbon Monoxide poisoning can come from malfunctioning fuel fired appliances or a vehicle unintentionally left running in your attached garage. A plug in with battery backup Carbon Monoxide alarm is recommended. When in doubt call 911.

Dispose of and extinguish ALL smoking materials properly. It is advised to use a sand or dirt filled metal container with a lid. This container must be kept a minimum 10 feet distance from your home and all combustible materials.

Keep all matches, lighters, or other sources of ignition in a safe storage space where children cannot access them. Use care when using candles or incense, maintain 3 feet clearance from combustible materials when in use. Do not leave them unattended in your home or on exterior porches. Other sources of ignition include, but are not limited to:

- Unattended cooking, including leaving combustible materials on stovetops. When cooking have the proper sized pot/pan lid, oven mitts and a Portable Fire Extinguisher** and know how to use it. If there is a fire on your stovetop turn off the burner and cover the pan or pot with the proper sized lid. If there is a fire inside your oven turn off the oven and keep the oven door closed.
- Improper disposal of any old batteries. Follow manufacturer's instructions for disposal.
- Your homes Electrical System. Improperly used or overloaded extension cords and power strips, including Christmas Lights left on home exteriors year round. Follow manufacturer's instructions for proper use of extension cords, adapters and power strips.
- Furnace/Boller
- Kitchen and other home appliances; such as toaster ovens, microwaves and space heaters Follow manufacturer's instructions for proper use.
- Fireplaces Recommended professional cleaning annually.
- Fire pits/Chimnea. Follow manufacturer's instructions for use.

- Leftover piles of sawdust from woodworking projects. Maintaining good housekeeping in your workshop will help to eliminate ignition sources.
- Incandescent light bulbs turned on while in close proximity to combustible materials.
- Linseed or other oil soaked rags left in piles and not in a metal can with a properly fitting lid.

Having checked for all of the above, Have an escape plan and always have two ways of escape out of your home. Be sure to practice the plan with all members in your household.

In the event of a fire in your home, be sure to close interior bedroom doors to slow the spread of smoke, heat and fire into a room. Taking this simple action of closing the door can give you time. Be sure to inform any visiting family or friends of your family's escape plan to ensure their safety as well.

If you are having any issues with electricity in your home, such as flickering lights or circuit breakers tripping, contact a licensed professional electrician to ensure your home is safe from electrical fires.

Be sure to follow manufacturer's instructions for using your homes clothes dryer, such as regularly cleaning the lint exhaust vent from end to end. If your clothes dryer is not venting properly this can lead to a fire.

More information on fire prevention and fire life safety can be found at norwalket.org/fire department-links for everyone-fire prevention education-fire safety information for residents. There are approximately 25 informational sources from 9-Volt Battery use, Hoarding and Pet Safety Tips here.

The Fire Marshal's Office has developed a free to Norwalk residents, in single and two family homes a smoke alarm installation program. We have installed approximately 250 smoke alarms in single and two family dwellings at no cost to residents.

Contact Secretary Paulette Saddler at 203-854-0244, Fire Marshal Broderick Sawyer at 203-854-0248 or Deputy Fire Marshal Kirk McDonald at 203-854-0249 to request an install (we do not install hardwired devices).

Installations are done Monday through Thursdays from 4-7pm. We have limited supplies and installations are on a first come first serve basis while supplies last. We also offer a free in home fire safety inspection upon request. Contact any of the aforementioned Fire Marshal's Office personnel with any questions.

The Fire Marshal and Fire Administration are working on a similar smoke alarm installation program similar to Bridgeport's successful program, where our department's line personnel (firefighters) assist the Fire Marshal's Office in these installations twice a year for the overall safety of our community.

* Disposal of old Ionization smoke alarms, having an amount of radioactive material, may be sent back to the manufacturer. Check with the manufacturer directly, they may have a recycling program.

** Follow manufacturer's instructions for use of a Portable Fire Extinguisher. The fire department does not accept old or unused Portable Fire Extinguishers. Once the extinguisher is empty, including any pressure gauge on the extinguisher showing empty, the cylinder is then recycling material.

Contact the Fire Marshal's Office directly if you have questions on any of the aforementioned fire safety recommendations, and disposal of portable fire extinguishers, old smoke alarms or old batteries.

**CITY OF NORWALK
PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE OF THE COMMON
COUNCIL
SPECIAL MEETING
JULY 15, 2022**

Attendance: Jenn McMurrer, Chair; Dominique Johnson; Bryan Meek; Josh Goldstein; Nicol Ayres;
Diana Revolus (arrived at 6:02PM); Bryan Meek

Staff: Michele DeLuca, Deputy Director Emergency Management; Thomas Kulhawik, Chief of
Police, Deputy Chief Susan Zecca, Deputy Chief of Police; Lamond Daniels, Chief of
Community Services

I. WELCOME AND ROLL CALL

Ms. McMurrer called the meeting to order at 6:01PM.

II. PUBLIC PARTICIPATION

III. NEW BUSINESS

Police Department

**1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL
AGREEMENTS, DOCUMENTS, INSTRUMENTS AND/OR AMENDMENTS AS MAY
BE NECESSARY TO ENTER INTO AGREEMENT WITH RECOVERY NETWORK OF
PROGRAMS INC. FOR THE SOLE SOURCE CONTRACTING FOR EMBEDDED
SOCIAL WORKERS, AMOUNT NOT TO EXCEED \$216,000 ANNUALLY. ARPA
FUNDS, ACCOUNT TBD.**

**2.B AUTHORIZE THE CHIEF OF POLICE, THOMAS KULHAWIK, TO EXECUTE
ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS AND AMENDMENTS
AS MAY BE NECESSARY TO IMPLEMENT THE RECOVERY NETWORK OF
PROGRAMS, COMMUNITY RESPONSE INITIATIVE WITHIN THE CITY OF
NORWALK**

Ms. McMurrer said this is something she has been trying to work on ever since she first met with the
chiefs of police, and it has had great success in Stamford over the past year and thought it would be a

great thing to bring to our community and police department and she is very excited about the opportunity to make this come to fruition.

Chief Kulhawik said over the last few years there have been issues when the police are responding to mental health calls and the negative impacts that have sometimes occurred with those calls and around the county many departments are looking at other options and found positive results by getting social workers and other folks to respond with or instead of the police to deal with the individuals that have ongoing issues that weren't being properly dealt with the system that is in place. He said they have looked at a variety of programs within the police department to see what can be done and Deputy Chief Walsh had contacted the Stamford Police Department and saw they had partnered with the Recovery Network where they have an embedded social worker and have had great success. He said after researching what options are available have chosen Recovery Network as the best choice and will embed a social worker at the police department and will not only be a benefit for the community but also for the police.

Mr. Daniels said the research is clear around this model on how it can make an impact in the communities, and he has had extensive conversations with the chief and in speaking with the recovery team they have risen to the occasion to be that expert locally and in our state, and they know our community and are working with similar municipalities across the state and are a regional organization. He went on to say that with this contract it will ensure that transportation is not a barrier and will provide comprehensive support and he is excited to support Chief Kulhawik and the team in his role helping to move this forward.

Ms. Revolus said there are more than two languages in the community and asked how things like the language line are being allocated to help support this councilor if other than the Spanish speaking community will need help. She also asked how the program will be funded after the ARPA funds and in speaking with the Health Department there has been an issue with minimizing beds for mental health patients in our hospitals and asked how this will be addressed. Mr. Daniels said this is another tool to serve our residents that presently does not exist in Norwalk and is a pilot program which will answer those questions in a years' once the data shows if it is effective and we see a difference and will need to look at how to sustain this program.

Chief Kulhawik said they contract with language line so the counselor will have the same access that the officers and dispatchers have and will have access to the system and reports and to most of the services that the officers have.

Ms. Revolus said there has been a problem where we were losing beds when it comes to mental health and patients were being transferred into other sections outside of Norwalk and asked if that has been a conversation. Chief Kulhawik said "no" not that he has had but in speaking with the Stamford Police Department that has not been an issue and they are ecstatic with Recovery Network and the services that they have provided and had no negative comments at all and has far outweighed their expectations and he is hopeful to see the same results in Norwalk and if that is the case in six months to a year will push to make it a long term program.

Ms. Ayers asked how we are educating our constituents of the program to let them know of the additional service of the police department. Chief Kulhawik said they have not yet because the program is not yet in place but once approved will work through social media and the many resources that they have to get the word out, and Recovery Network will also work to get the word out. Ms. Ayers said some people in the community have a negative viewpoint of the police and this is a perfect opportunity to give a positive viewpoint of the police. Ms. McMurrer said that she has also spoken with Mr. Daniels once the program has been released there will be a press release issued.

Mr. Goldstein asked once the funding has been approved how long it will take to have the funds in place and how quickly until the service is available. Chief Kulhawik said he expects it to be three to six months to recruit and hire. Mr. Goldstein asked after the first year of being funded by ARPA funds will this be a part of the next budget cycle request or the following budget cycle. Chief Kulhawik said it is their plan to request the funding in the next fiscal year request in the operating budget. Ms. McMurrer said there may also be grant funds available to support this in the future and would like to keep those lines of communication open.

Mr. Meek asked if the contract offers a renewal option and if there a potential option to insource the hires that the vendor chooses. Chief Kulhawik said he does believe there is a renewal option. He said he would have to speak to the laws department when they are negotiating the terms of the agreement as far as the potential for insourcing.

Ms. Johnson thanked staff for their work on this program that is needed.

Mr. Daniels left the meeting at 6:34PM.

**** MR. GOLDSTEIN MOVED TO APPROVE ITEM 1A AND 1B.**

**** THE MOTION PASSED UNANIMOUSLY.**

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT FUNDING UNDER THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION, FY 2022 HIGHWAY SAFETY PROJECT, DRE INSTRUCTOR SUPPORT GRANT.

2B. AUTHORIZE THE CHIEF OF POLICE, THOMAS KULHAWIK, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT FUNDING UNDER THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION, FY 2022 HIGHWAY SAFETY PROJECT, DRE INSTRUCTOR SUPPORT GRANT. ACCOUNT TBD

Deputy Chief Zecca said that one of the officers was recently trained as a drug recognition expert and was trained as an instructor and has provided training for our officers as well as help train officers around the state, and this is a grant that is provided by the state to help with funding some of those activities and there is no cost share to the grant. She said all the new officers are required to get the DRE training and it is not provided in the academy so there is a considerable number of officers that will need the training. She said the training is the be able to recognize when someone is under the influence and is impaired of drugs and to take drivers off the road that are operating under the influence of drugs.

**** MS. JOHNSON MOVED TO APPROVE ITEMS 2A AND 2B.**

**** THE MOTION PASSED UNANIMOUSLY.**

Fire Department

1. **AUTHORIZE MAYOR HARRY W. RILLING TO SIGN MUTUAL BENEFIT AND USE AGREEMENT FORMS TO UTILIZE THE FOLLOWING STATE OF CT CONTRACTS, AS NEEDED, IN THE EVENT OF LARGE-SCALE DISASTER RESPONSES THAT PROVIDE THE OPPORTUNITY FOR FEMA REIMBURSEMENT.**

- **Disaster Debris Response and Management Services**
 - **Vendor: AshBritt**
 - **State of CT Contract# 14PSX 0060**
- **Disaster Debris Monitoring Services**
 - **Vendor: TetraTech**
 - **State of CT Contract# 14PSX 0059**
 -

Ms. Deluca said a few weeks ago she attended a state sponsored training on debris management and part of the conversation is what is what is currently in place as municipalities and what the backup plans are. She said in speaking with the staff at DPW there are back up vendors for debris cleanup but not on the monitoring side and this would use the existing state contract so in the event that debris removal and debris monitoring are needed we would be able to use them for something that would exceed our local capabilities for either of these two services. Ms. McMurrer thanked Ms. Deluca for being proactive and having a plan in place. She said one question that a colleague had was if these services need to be paid for prior to using them. Ms. Deluca said "no". Ms. Ayers asked for clarification if this is a mutual aid contract. Ms. Deluca said "no" the State of Connecticut has a contract in place with Ashbritt and Tetra Tech and have extended it to the municipalities to be able to use that same contract at the local level. Ms. Ayers said since there will not be an RFP process asked if there was a vetting process of the two vendors. Ms. Deluca said they are both leaders in the field.

**** MS. AYERS MOVED TO APPROVE THE ITEM.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** MS. REVOLUS MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:45PM.

Respectfully submitted,

Dilene Byrd

***Norwalk Police Department
Professional Standards Unit***

Memo

To: Common Council

From: Lieutenant Thomas Roncinske

Date: August 10, 2022, 2022

Re: Fiscal Year 2022/23 Edward Byrne Memorial Justice Assistance Grant Authorization

With the 2022/23 Edward Byrne Memorial Justice Assistance Grant the City is allocated \$32,235.00 under this program. There is a no matching funds requirement. The funds will be used for high visibility policing, selective enforcement patrols, portable radar signage and violent crime prevention. The authorizations requested are as follows:

1. Authorize the Mayor, Harry W. Rilling to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2022/23 Edward Byrne Memorial Justice Assistance Grant, in the amount of. \$32,235.00
2. Authorize the Police Chief, Thomas E. Kulhawik to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2022/23 Edward Byrne Memorial Justice Assistance Grant, in the amount of \$32,235.00.

Proposal Narrative JAG 2022

Description of the Issues

The Norwalk Police Department is challenged to deliver services in a timely manner and does not meet its commitment to the citizens and community to protect and keep them secure. The department has an authorized strength of 181 officers and continues to strive to maintain full staffing levels. In 2021, the department had four officers retire and thirteen resign. Currently, the department is down ten officers. The department has six officers in the police academy who will not be ready to solo for at least a year. The department is in the process of trying to hire qualified lateral transfers. In 2022, another three officers are anticipated to leave. Half of the Patrol Division's 115 officers have 10 years or less police experience. In conjunction with being below strength, the demand for police services remains consistent, stretching our manpower resources; be it addressing issues as mundane as speeding, traffic violations, and requests for foot patrols in neighborhoods. At the other extreme, gang members are shooting at each other. The department has seen a marked increase in mental health related calls. Eight members of the School Resource Officer Program have been reassigned to the Patrol Division. Six officers of the Narcotics Unit have been reassigned to the Patrol Division. Two officers from the Community Police Division were transferred to the Patrol Division. With grant assistance, the Norwalk Police Department will be able to provide the services that the citizens of Norwalk expect and deserve.

NORWALK STATISTICS

Area = 22.86 square miles		Population = 91,194	Density = 3,865 persons per sq mile
Race -		White = 51.3%	Hispanic/Latino = 27.9%
		Black/African American=14.3%	Asian/Pacific/Hawaiian = 5.6%
Median Income =		Citizens below poverty level =	
\$85,769		10.1%	

The city has seen an increase in apartment construction and people moving into the city from out of state due to the pandemic. A significant portion of the minority populations reside in the urban areas of Norwalk, along the transportation corridors and in South Norwalk, though most neighborhoods reflect some diversity.

Capabilities and Competencies

The area contains seven residential complexes managed by the Norwalk Housing Authority (which the Norwalk Police Department works with on a daily basis), two magnet schools, Norwalk's only homeless shelter, the South Norwalk Train Station and the SONO District, all within approximately two square miles. Most of the residential structures in this area are multi-family and low income. There has been a significant increase in apartment buildings in the South Norwalk

area. This core area sees the majority of Norwalk's gang conflicts and criminal activity. There are well defined and smaller areas of concern and focus. Colonial Village has a disproportionate amount of gangs and violent crime.

The Norwalk Housing Authority, working closely with the Norwalk Police Department, had eradicated gang members from the properties through eviction, but that does not stop them from returning to the neighborhood and committing drug crimes and illegally using firearms to assault each other. The gang members seem to have an allegiance to where they were born but no longer live and carry on turf wars for turf that isn't theirs. It is not uncommon to find that most of the gang members reside outside of Norwalk.

The following special teams and groups have disbanded or decreased in order to increase the numbers in the Patrol Division:

- Special Services Street Team
- Special Services Division Investigators

The special officers are a group who share a desire and vision to conduct long term investigations into narcotics and vice crimes. They have a strong mandate to remove guns from the street, diminish, if not remove, gang influence in the neighborhoods, maintain a working knowledge of the gang membership and determine their whereabouts and activity.

The measurement of success can be at two levels. The first is the seizure of illegal handguns or handguns and illegal drugs from convicted felons and gang members and arrests. Running cross checks of property seizures and officer identification numbers would make this a simple task. The narrative measurement would be based on the level of gang activity, or lack thereof, as reported by individual supervisors.

The officers were selected based on their strong work ethic, abilities to abide by the laws while taking enforcement action, and delivering positive results. Their disbandment has created an enforcement void.

Traffic enforcement does not have as well a defined area as other responsibilities within the department. The majority of traffic complaints come from citizens in residential neighborhoods that have a high number of young children, a school, playground or park nearby and the complaints seem to be seasonal, i.e. from the end of school year, through summer and into the start of the school year. This coincides with fewer officers for enforcement during the summer. The Norwalk Police Department has a three motorcycle traffic enforcement unit that responds to traffic complaints with a focus on specific locations for a measured period of time, be it hours or a few days of consistent enforcement.

The State Department of Transportation has made grant funding available for enforcement of seat belt use, DUI and Distracted Driving, with very limited enforcement time and constraints. There

are no grants to cover the expense of sending a team of officers out to send the same enforcement message to speeders.

All police departments have had to deal with the realization of budget limitations, cost saving measures and streamlining for efficiency. Police departments are having major challenges recruiting and retaining qualified officers. The problem is having the funds available, when needed, to satisfy the needs and concerns of the community.

Proven policing strategies require supplemental manpower for unexpected incidents that citizens want addressed. Having the capability to expand police services when needed will lead to an increase in productivity and morale. Measurement of success would vary depending upon the need.

Design & Implementation

High Visibility and Selective Enforcement Patrol Project

The grant funding will be used primarily for High Visibility Patrols and Selective Enforcement Patrols in the core of South Norwalk, but not excluding the suburban areas.

Grant funding will be used to supplement the disbanded teams' hours for special events where gang activity is expected and following shootings, which is usually followed by retaliatory shootings. The grant will not be used to backfill for patrol officers.

Traffic Enforcement

The recent reopening of the city and state has seen an increase in traffic. This has precipitated an increase in calls for traffic related issues in retail areas. The additional development of apartments and retail has increased calls for service and has decreased the time for officers to enforce traffic laws. Major complaints are being lodged with the Mayor, Chief and local politicians citing a disregard for traffic safety laws. The grant would allow for overtime hires of officers with the specific assignment of motor vehicle enforcement in targeted areas with these traffic complaints. The portable Radar Feedback Signs will allow be an additional deterrent and presence in problem traffic areas.

GOAL: To increase selective enforcement of motor vehicle laws to gain increased compliance to those laws, resulting in safer streets for pedestrians, motorist & bicyclists. Implementation of increased speed enforcement would focus on the end and start of the school year. Norwalk has 19 public schools that serve 11,000 students. School opening coincides with "slow down days," the enforcement of speed limits in residential areas and around schools. The measure of success is the number of violators cited (infractions issued) and a reduction in the number of complaints.

Violent Crime

Despite a continuing and proactive effort by the department, murder has increased since 2020 and there has been a significant uptick in the number of assaults with handguns, gang retaliation and "shots fired" calls for service. To date in 2022, Norwalk has recorded forty- three shots fired calls, and due to manpower issues the teams that would have dealt with these issues may have been assigned to different work responsibilities.

GOAL: To increase police presence with High Visibility Directed Patrols in areas of violent crime and to specifically focus on the illegal use of firearms in Norwalk.

Gangs

Norwalk saw a steady decline in the past decade of teenage gang members who identified themselves as Bloods and Crips gangs. Gang members are being released into the community after serving prison sentences and many are returning into the gangs. The gangs in Norwalk continue to identify with and take their names from the geographical areas where they previously lived, or their parents lived, despite having no current links to those neighborhoods anymore. These gangs have shown a presence in Norwalk Middle and High Schools. This has created a major sense of fear in those neighborhoods that have been reclaimed by law abiding citizens and have not seen gang activity in a decade. There is an inordinate number of "shots fired" calls and assaults with firearms. It appears old grievances among gang members have increased shootings and shot fired calls.

GOAL: To use the remaining members of the Special Services Division to focus on the gang members within the limits of the laws and at the same time provide uniformed officers from Patrol and Community Police to join with the citizens and neighborhood leaders to foster a closer working relationship with the same goal of maintaining a safe neighborhood and environment to live and work in.

Crime Prevention

While it is incumbent of the police department to address the major complaints, i.e. traffic, or the high profile violent crimes involving guns and gang members, there is the ever lower level crime being perpetrated that also needs addressing. While the day to day enforcement, prevention and investigation is covered by the annual operating budget (with some overtime allowed), there is a time when added manpower is needed to address a spike or crime spree with specific a target. Norwalk has experienced in the past three years several spikes in motor vehicle thefts, catalytic convertor thefts and motor vehicle burglaries. While many view these crimes as property crimes they do cause alarm and concern for the citizens and businesses. Both of the examples have occurred under the cover of darkness.

GOAL: To have the capability of hiring teams of officers to conduct surveillance with the ability to react to and direct a response to any crime in progress.

Policing

The Norwalk Police Department has not seen an increase in budget that reflects the increased demands of a police department in these challenging times. Though Norwalk can pride itself on having a good reputation and is held in high regard by the citizens, those citizens still want to see a police presence, a police officer in their neighborhood so to speak. The department makes every effort to work within the budget and to cut unnecessary costs. As noted earlier, the department has lost a number of officers.

GOAL: To continue a Community Police philosophy and further engage with our residents. To continue to deliver exceptional public safety services when demand outweighs available manpower and resources. The implementation would be limited to meet unforeseen spikes in crimes such as a crime spree of robberies or specific target crimes such as burglarizing contractor vehicles, construction sites, and motor vehicle burglaries at night. Funding might also be used to address protests or civil unrest.

Budget Detail Worksheet and Budget Narrative 2022/23

City of Norwalk

Formula Grant \$32,235

Personnel

351.5 hours @ \$76.00 = \$26,714.00

Equipment

2- Portable Radar Feedback Traffic Signs = \$5,521.00

We are requesting to use the grant funding of \$32,235.00 for high visibility patrols, selective enforcement patrols and high visibility radar feedback traffic signs. This will provide approximately 351.5 hours of additional high visibility patrols. High visibility patrols will be used for increased police presence in areas requiring a higher concentration of police officers while not diminishing police services elsewhere in the City of Norwalk. High visibility patrols would also be used for special community events. Selective enforcement of motor vehicle laws would be used to address "slow down days" at the start and end of the school years and to address speeding violations in school zones during the academic year. The portable Radar Feedback Signs will allow additional deterrent and presence in problem traffic areas.

Certifications and Assurances by the Chief Executive of the Applicant Government

Documents will be forwarded upon certification by Mayor Harry Rilling under separate cover.

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

Edward Byrne Justice Assistance Grant Program FY 2022 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2022 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (e.g., city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature of Chief Executive of the Applicant Unit of
Local Government

Date of Certification

Printed Name of Chief Executive

Title of Chief Executive

Name of Applicant Unit of Local Government



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

1. Name of Organization and Address:

Organization Name: City of Norwalk, Connecticut

Street1: 125 East Avenue

Street2:

City: Norwalk

State: CT

Zip Code: 06856

2. Authorized Representative's Name and Title:

Prefix: First Name: Chisamay Middle Name:

Last Name: Lam Suffix:

Title: Controller

3. Phone: 203-854-7711

4. Fax: 203-854-7710

5. Email: clam@norwalkct.org

6. Year Established:

1649

7. Employer Identification Number (EIN):

06-6011881

8. Unique Entity Identifier (UEI) Number:

V7ZTXNBNKKM9

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? ☐ Yes ☒ No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

☐ Yes ☒ No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4968-6 (which relate to the reasonableness of compensation of certain individuals)?

☐ Yes ☒ No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply):

☒ "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

☒ Financial Statement Audit

☐ Defense Contract Agency Audit (DCAA)

☒ Other Audit & Agency (list type of audit):

State of Connecticut Single Audit

☐ None (if none, skip to question 13)

11. Most Recent Audit Report Issued: ☒ Within the last 12 months ☐ Within the last 2 years ☐ Over 2 years ago ☐ N/A

Name of Audit Agency/Firm: CliftonLarsonAllen LLP

AUDITOR'S OPINION

12. On the most recent audit, what was the auditor's opinion?

☒ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going Concern or Adverse Opinions ☐ N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 2

Enter the dollar amount of questioned costs (if none, enter "\$0"): \$19,621

Were material weaknesses noted in the report or opinion?

☐ Yes ☒ No

13. Which of the following best describes the applicant entity's accounting system:

☐ Manual ☐ Automated ☒ Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

☒ Yes ☐ No ☐ Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

☒ Yes ☐ No ☐ Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

☒ Yes ☐ No ☐ Not Sure



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	☒ Yes ☐ No ☐ Not Sure
18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	☒ Yes ☐ No ☐ Not Sure
19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	☒ Yes ☐ No ☐ Not Sure

PROPERTY STANDARDS AND PROCUREMENT STANDARDS

20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	☒ Yes ☐ No ☐ Not Sure
21. Does the applicant entity maintain written policies and procedures for procurement transactions that – (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	☒ Yes ☐ No ☐ Not Sure
22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	☒ Yes ☐ No ☐ Not Sure
22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	☒ Yes ☐ No ☐ Not Sure
23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?	☒ Yes ☐ No ☐ Not Sure

TRAVEL POLICY

24. Does the applicant entity: (a) maintain a standard travel policy? ☒ Yes ☐ No (b) adhere to the Federal Travel Regulation (FTR)? ☒ Yes ☐ No
--

SUBRECIPIENT MANAGEMENT AND MONITORING

25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	☒ Yes ☐ No ☐ Not Sure ☐ N/A - Applicant does not make subawards under any OJP awards
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U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

☒ Yes ☐ No ☐ Not Sure
☐ N/A - Applicant does not make subawards under any OJP awards

27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?

☒ Yes ☐ No ☐ Not Sure
☐ N/A - Applicant does not make subawards under any OJP awards

DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

☐ Yes ☒ No ☐ Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

[REDACTED]

(b) Date(s) the agency notified the applicant entity of the "high risk" designation:

[REDACTED]

(c) Contact information for the "high risk" point of contact at the federal agency:

Name:

Phone:

Email:

(d) Reason for "high risk" status, as set out by the federal agency:

[REDACTED]

CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: Chitsamay Lam

Date: 08-03-22

Title: ☐ Executive Director ☐ Chief Financial Officer ☐ Chairman

☒ Other: Controller

Phone: 202-854-7711



**CITY OF NORWALK
Norwalk Police Department**

To: Common Council Public Safety and General Government Committee

From: Deputy Chief Susan Zecca

Re: Licensing Agreement for use of Telecommunications Facility

Date: August 23, 2022

As part of the overall citywide radio system project, the city needs to enter into agreement with the State of Connecticut, Department of Emergency Services and Public Protection for use of and installation of radio equipment on an existing tower in Wilton, CT. For purposes of public safety security the location and full agreement have not been attached to this request. We are requesting the following authorization:

1. Authorize the Mayor Harry W. Rilling to execute any and all agreements, documents, and instruments with the State of Connecticut, Department of Emergency Services and Public Protection for the for the use and improvement of telecommunications facilities in Wilton, CT.



CITY OF NORWALK
Norwalk Police Department

To: Common Council Public Safety and General Government Committee

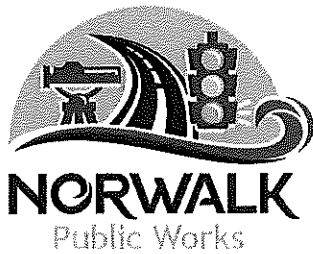
From: Deputy Chief Susan Zecca

Re: Patrol Vehicle Purchase

Date: August 23, 2022

As with many other items, there are severe supply chain issues in getting police vehicles. The Police Department was authorized for funding ten patrol vehicles in the 2022-2023 capital budget. The current state contract has not been finalized. In order to expedite an order of these vehicles once ordering is open and state contract finalized, we are requesting the below authorization:

1. Authorize the purchasing agent, Sharon Conners, to issue a purchase order under state contract pricing for ten vehicles per Norwalk purchasing guidelines, not to exceed \$420,000. Account # 09223010 5777.



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Michelle DeLuca – Deputy Director of Emergency Management

FROM: Paul L. Sotnik, P.E. - Senior Civil Engineer *P.L.S.*

CC: Vanessa Valadares, P.E., – Interim Chief of Operations and Public Works

REF: Request For Additional Street Lighting

DATE: August 19, 2022

Per our conversation, the Department of Public Works has received a letter from M.F. DiScala & Company requesting that three (3) additional street lights be installed on the existing utility poles on Bates Court. There are currently no street lights on the poles that they have requested the new ones to be installed on.

I have reviewed the request with the Interim Chief of Operations and Public Works and feel that the additional lights at the requested locations would provide a greater level of safety for both pedestrians and vehicles along this portion of Bates Court. In talking with Mr. Bruce Preston of South Norwalk Electric and Water (SNEW), the electricity service provider in this section of the City, he has indicated that only two (2) lights would be able to be installed. He has indicated that one of the poles where a light has been requested is actually on Dr. Martin Luther King, Jr. Drive and not on Bates Court and it is too close to their building. Therefore if the light were to be mounted on the pole, it would be at an elevation that is too high above Bates Court, and will cause other issues such as distorted light dispersion on Bates Court and the light will be shining directly into some residents windows. In discussions with representatives of M.F. DiScala & Company at the site location, they agreed to have a light wall pack mounted on their building as an alternative to the third street light.

Therefore, the Department is requesting that one (1) new 31 Watt LED street light be installed on each of the two (2) existing utility poles (see attached plan). Mr. Preston from SNEW indicated that the cost of the installation of the LED luminaires and the bracket arms is \$480.00 per pole location for the labor, materials and equipment (bucket truck, etc.). The electricity for a 31 Watt LED light is approximately 7 KWH/Month and is approximately \$20.00 per month per light. This represents a one-time fixed cost of \$960.00 and an increase of \$40.00 per month in total for electricity. I have attached

copies of the letter from M.F. DiScala & Company requesting the additional lights, the Outdoor Photometric Reports for the 31 Watt LED light fixture, as well as a spreadsheet indicating the Requested Street Light Location and Estimated Cost for your reference.

Therefore, I would like to request that the following item be included on the agenda for the August 25, 2022 meeting of the Public Safety & General Government Committee of the Common Council for approval, if the Committee determines that they would like to move forward with this item.

- 1.) Authorize the Department of Public Works to have South Norwalk Electric and Water install two (2) new street lights on the existing utility poles on Bates Court in accordance with the attached plan at an approximate one-time fixed cost of \$960 and an approximate cost of \$40 per month, to be paid for from Account No. 0140 86-5266.

If you have any questions, please do not hesitate to contact me.

 **M.F. DiScala
& Company**
Real Estate Investment Bankers

City of Norwalk
Department of Public Works
Mr. Paul Sotnik
125 East Avenue
Norwalk, CT 06851

Re: Lighting Request

Dear Mr. Sotnik,

As you know, M.F. DiScala developed Sono One, the forty unit apartment complex on Bates Court with the hopes that this development would help revitalize the immediate area.

With that said, one of the immediate concerns of current residents is the lack of lighting. We are writing this letter to request additional lighting be added to the three utility poles as shown on page 2 of this document.

In another attempt to revitalize the Whistleville area, we are also in the process of forming the Whistleville Neighborhood Association, where we are rallying together to clean up and beautify the streets.

Together with the help of Jessica Vonashek (formerly Casey), the City's Chief of Economic and Community Development, as well as David Shockley, the City's Neighborhood Improvement Coordinator, we have hung Whistleville banners, and 11 brackets which are awaiting the installation of 11 new grand flower basket arrangements.

Please let me know if you will require any additional information on our part, as well as what the process and timeline may look like.

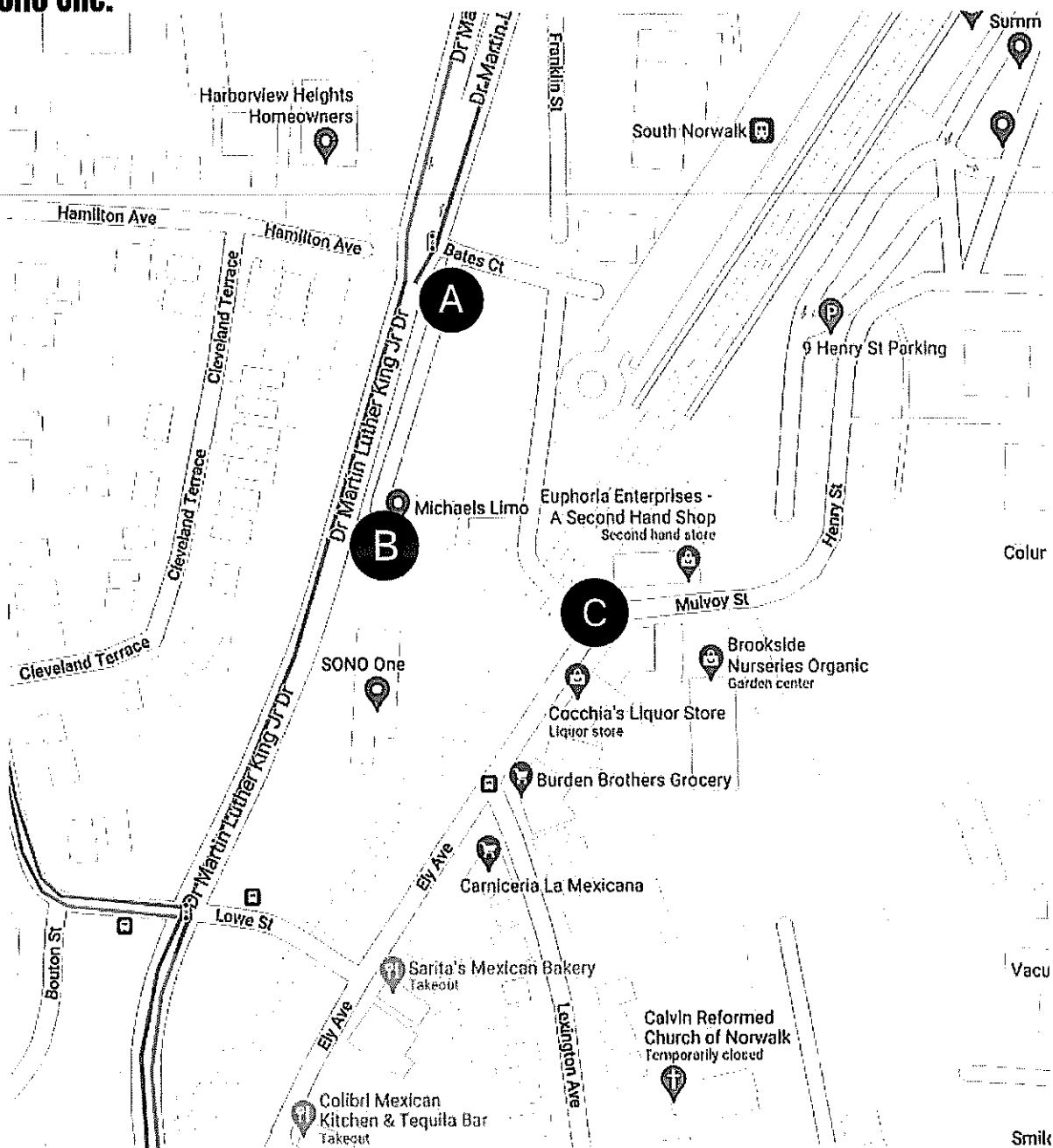
Sincerely,



Jennifer Morawski

LIGHTING REQUEST:

- Two additional lights to branch off of the 2 current poles on Martin Luther King (A + B) which would shine onto Bates Court.
- One additional light to branch off of the current pole on Franklin Street (C) (at the intersection of Bates Court) which would shine on the street at the entrance of
- Sono One.



EXISTING LIGHT POLE NUMBERS

A-34

B-042

C-394



2019 AERIAL PHOTO DATA

1 inch = 20 feet

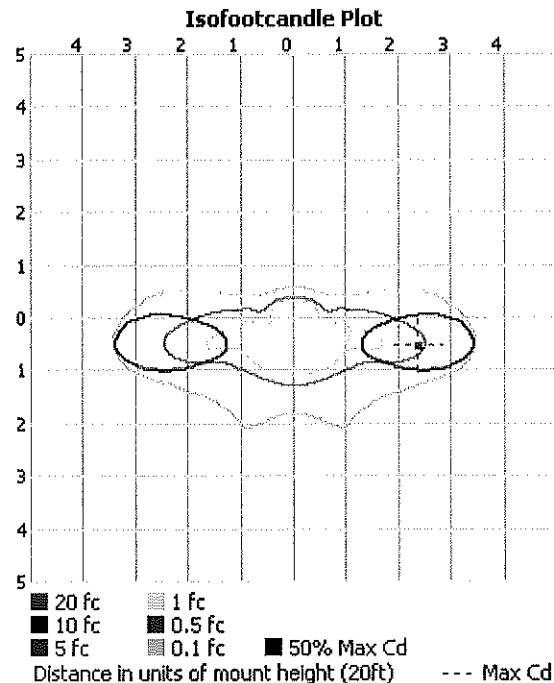
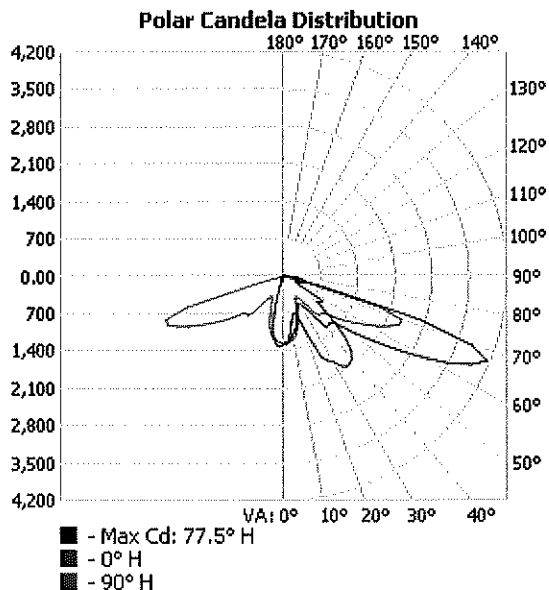
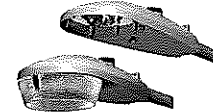


BATES COURT PROPOSED STREET LIGHTING

OUTDOOR PHOTOMETRIC REPORT

CATALOG: ATBS C XXXXX R2 3K

TEST #: 107413P37
 TEST LAB: SCALED PHOTOMETRY
 TEST NOTES: SCALED FROM ABSOLUTE TEST: 107413P0
 TEST DATE: 10/25/2016
 CATALOG: ATBS C XXXXX R2 3K
 DESCRIPTION: ATBS C PERFORMANCE PACKAGE, 3000K COLOR TEMPERATURE, ROADWAY TYPE II DISTRIBUTION
 SERIES: AUTOBAHN ATBS
 LAMP CATALOG: LED
 LAMP: LED
 LAMP OUTPUT: TOTAL LUMINAIRE LUMENS: 3628.1, ABSOLUTE PHOTOMETRY *
 BALLAST / DRIVER: LED DRIVER, LED DRIVER
 INPUT WATTAGE: 31
 LUMINOUS OPENING: CIRCULAR (DIA: 11.04")
 MAX CD: 4,142.9 AT HORIZONTAL: 77.5°, VERTICAL: 67.5°
 ROADWAY CLASS: MEDIUM, TYPE I



*TEST BASED ON ABSOLUTE PHOTOMETRY WHERE LAMP LUMENS=LUMENS TOTAL.

*CUTOFF CLASSIFICATION AND EFFICIENCY CANNOT BE PROPERLY CALCULATED FOR ABSOLUTE PHOTOMETRY.

VISUAL PHOTOMETRIC TOOL 1.2.46 COPYRIGHT 2017, ACUITY BRANDS LIGHTING.

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107413P37
VISUAL PHOTOMETRIC TOOL

PUBLISH
PAGE 1 OF 4

OUTDOOR PHOTOMETRIC REPORT
 CATALOG: ATBS C XXXXX R2 3K

**ZONAL LUMEN SUMMARY**

ZONE	LUMENS	% LUMINAIRE
0-30	691.1	19%
0-40	1,176.3	32.4%
0-60	2,431.1	67%
60-90	1,197.0	33%
70-100	425.6	11.7%
90-120	0.000	0%
0-90	3,628.1	100%
90-180	0.000	0%
0-180	3,628.1	100%

LUMENS PER ZONE

ZONE	LUMENS	% TOTAL	ZONE	LUMENS	% TOTAL
0-10	110.7	3.1%	90-100	0.000	0%
10-20	243.9	6.7%	100-110	0.000	0%
20-30	336.5	9.3%	110-120	0.000	0%
30-40	485.2	13.4%	120-130	0.000	0%
40-50	604.7	16.7%	130-140	0.000	0%
50-60	650.1	17.9%	140-150	0.000	0%
60-70	771.5	21.3%	150-160	0.000	0%
70-80	365.0	10.1%	160-170	0.000	0%
80-90	60.6	1.7%	170-180	0.000	0%

ROADWAY SUMMARY

DISTRIBUTION:	TYPE I, MEDIUM	
MAX CD, 90 DEG VERT:	0.000	
MAX CD, 80 TO <90 DEG:	616.6	
	LUMENS	% LAMP
DOWNWARD STREET SIDE:	2,961.0	81.6%
DOWNWARD HOUSE SIDE:	667.8	18.4%
DOWNWARD TOTAL:	3,628.8	100%
UPWARD STREET SIDE:	0.000	0%
UPWARD HOUSE SIDE:	0.000	0%
UPWARD TOTAL:	0.000	0%
TOTAL LUMENS:	3,628.8	100%

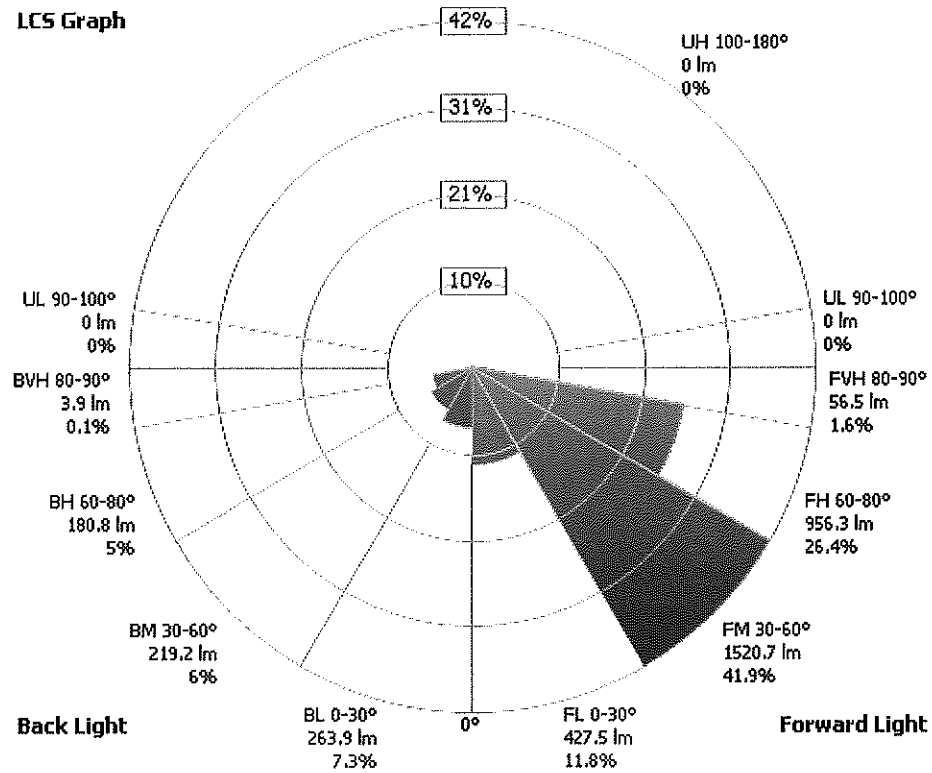
LCS TABLE

BUG RATING	B1 - U0 - G1	
FORWARD LIGHT	LUMENS	LUMENS %
LOW(0-30):	427.5	11.8%
MEDIUM(30-60):	1,520.7	41.9%
HIGH(60-80):	956.3	26.4%
VERY HIGH(80-90):	56.5	1.6%
BACK LIGHT		
LOW(0-30):	263.9	7.3%
MEDIUM(30-60):	219.2	6%
HIGH(60-80):	180.8	5%
VERY HIGH(80-90):	3.9	0.1%
UPLIGHT		
LOW(90-100):	0.000	0%
HIGH(100-180):	0.000	0%
TRAPPED LIGHT:	0.000	0%

OUTDOOR PHOTOMETRIC REPORT
 CATALOG: ATBS C XXXXX R2 3K



LCS Graph



Back Light

Forward Light

Scale = Max LCS %

☉ Trapped Light: 0lm, 0%

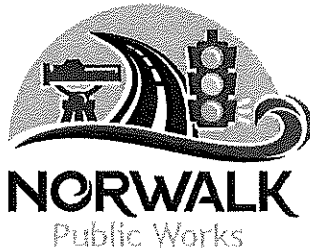
OUTDOOR PHOTOMETRIC REPORT
 CATALOG: ATBS C XXXXX R2 3K

**CANDELA TABLE - TYPE C**

	0	15	25	35	45	55	65	75	85	90	105	115	125	135	145	155	165	175	180
0	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261
5	1128	1072	1078	1093	1112	1136	1167	1189	1219	1234	1271	1291	1304	1312	1316	1319	1322	1323	1321
10	845	817	828	854	891	939	992	1052	1124	1164	1240	1247	1251	1229	1211	1189	1170	1164	1112
15	708	737	771	796	813	830	864	900	951	990	1064	1051	1009	952	880	824	783	762	681
20	912	1003	968	932	880	818	770	725	702	721	782	754	690	611	516	440	377	342	289
25	1679	1639	1492	1301	1135	989	824	634	528	522	543	501	422	336	244	176	147	138	99
30	1846	1819	1711	1529	1328	1108	873	637	480	439	372	293	202	132	88	72	65	64	63
35	2065	1960	1795	1542	1343	1271	1110	813	594	504	324	186	107	75	62	59	59	59	57
40	1992	1874	1755	1543	1319	1221	1204	1246	1046	876	391	150	69	53	49	52	57	58	57
45	1657	1598	1608	1544	1406	1298	1235	1230	1094	980	414	112	54	47	48	55	63	61	60
50	1008	974	1074	1204	1308	1418	1538	1551	1349	1154	331	65	48	43	44	57	55	51	49
55	856	707	585	593	869	1288	1996	2275	1793	1472	366	56	41	37	36	40	45	37	36
60	367	472	638	651	565	776	2323	3229	2320	1813	411	52	37	31	29	31	33	33	31
65	226	459	599	512	572	707	2003	3981	2999	2206	442	54	35	27	26	27	28	28	28
70	343	513	568	532	291	651	1140	3396	3363	2356	393	54	29	21	20	20	22	21	19
75	406	450	395	279	149	196	506	648	917	457	68	39	25	16	15	13	13	13	13
80	337	338	274	142	69	77	279	396	68	27	16	16	15	12	11	12	12	11	10
85	219	200	161	53	23	27	41	177	73	15	9	8	7	6	6	5	6	6	5
90	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

REQUESTED STREET LIGHTS - LOCATIONS AND ESTIMATED COST

<u>Location</u>	<u>Fixed Cost</u>	<u>Monthly Cost</u>	<u>Notes</u>
Bates Court - SNEW Pole 034	\$ 480.00	\$ 20.00	Cost of 1 New Luminaire and Arm Installation + \$20/Mo./LED Light
Bates Court - SNEW Pole 394	\$ 480.00	\$ 20.00	Cost of 1 New Luminaire and Arm Installation + \$20/Mo./LED Light
TOTAL	\$ 960.00	\$ 40.00	



CITY OF NORWALK
Paul L. Sotnik, P.E.
Senior Civil Engineer
psotnik@norwalkct.org
P: 203-854-7891 / F: 203-857-0143
Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Michelle DeLuca – Deputy Director of Emergency Management

FROM: Paul L. Sotnik, P.E. – Senior Civil Engineer *P.L.S.*

CC: Vanessa Valadares, P.E., – Interim Chief of Operations and Public Works

REF: Request For Additional Street Lighting

DATE: August 19, 2022

Per our conversation, the Department of Public Works has received a request in the form of a neighborhood petition from some of the residents of Dover Street and Prospect Street requesting that three (3) additional street lights be installed on the existing utility poles north, south and west of the intersection of Dover Street and Prospect Street. There are currently no street lights on the poles that they have requested the new ones to be installed on.

I have reviewed the request with the Interim Chief of Operations and Public Works and feel that the additional lights at the requested locations would provide a greater level of safety for both pedestrians and vehicles as they approach this intersection from the three (3) directions specified above. The Department is requesting that one (1) new 31 Watt LED street light be installed on each of the three (3) existing utility poles (see attached plan). Mr. Jeffrey Baxter from Eversource has previously indicated that the cost of the electricity for the 31 Watt LED light is approximately \$20.00 per month per light, an increase of \$60.00 per month in total. I have attached copies of the petition to the Interim Chief of Operations and Public Works requesting the additional lights, the Outdoor Photometric Reports for the 31 Watt LED light fixture provided by Eversource Electric, as well as a spreadsheet indicating the Requested Street Light Location and Estimated Cost for your reference.

Therefore, I would like to request that the following item be included on the agenda for the August 25, 2022 meeting of the Public Safety & General Government Committee of the Common Council for approval, if the Committee determines that they would like to move forward with this item.

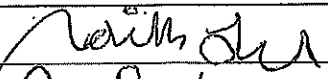
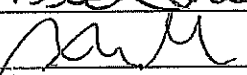
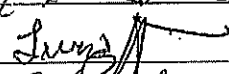
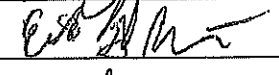
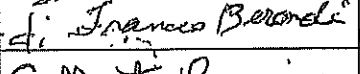
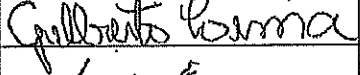
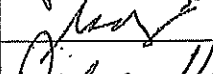
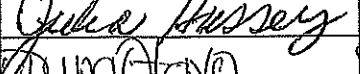
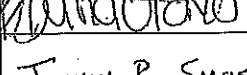
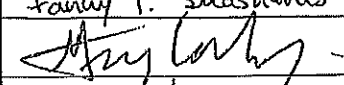
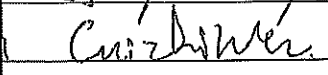
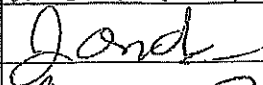
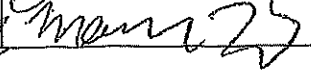
- 1.) Authorize the Department of Public Works to have Eversource Electric install three (3) new street lights on the existing utility poles at the north, south and west approaches to the intersection of Dover Street and Prospect Street in accordance with the attached plan at an approximate cost of \$60 per month, to be paid for from Account No. 0140 21-5241.

If you have any questions, please do not hesitate to contact me.

WE, THE UNDERSIGNED, HEREBY PETITION the TOWN OF NORWALK to add additional lights to the streets on the pole # 5220 and #5218 on PROSPECT STREET and #4780 on DOVER STREET

We believe:

1. There will be more visibility in the vicinity.
2. There will be a decrease in possible crime.
3. Less likelihood of people gathering and drinking on the side of the streets.
4. Less likelihood of parked cars with suspicious activities.

Name	Signature	Date	Address
Edith Tirado		6/17/21	10 Prospect St. Unit 3
Brad Larson		6-17-21	10 Prospect St. Unit 5
Nik Razali		6/17	10 Prospect St. Unit 5
Luisa Rijo		6/17	18 Prospect ST # C14
Enka Winn		6/17/21	2 Dover St. - Unit 1
Keon Kelly		6/17/21	2 Dover ST - unit 3
Frances Berardi		6/17/21	4 Dover St
Gilberto Lino		6/17/21	18 Prospect unit E 2
Lolene Lolene		6/17/21	10 PROSPECT AVE UNIT 7
JULIE HUSSEY		6-22/21	12 Prospect Ave
Diana Otavo		6/23	10 Prospect Ave Apt #2
Fanny Smasnavas	Fanny P. Smasnavas	6/23/21	10 Prospect Ave Unit #1
Greg Willy		6/23	10 Prospect Ave #4
Cruzhi Wen		6/23	10 prospect Ave # 1
Luz Vilca	Luz A. Vilca	6/24	14 prospect. ave apt 1
Jonathan		6/25	10 Prospect Ave. #9
Marta Velazquez		6/25	18 Prospect Ave unit 8A



2019 AERIAL PHOTO DATA

1 inch = 20 feet

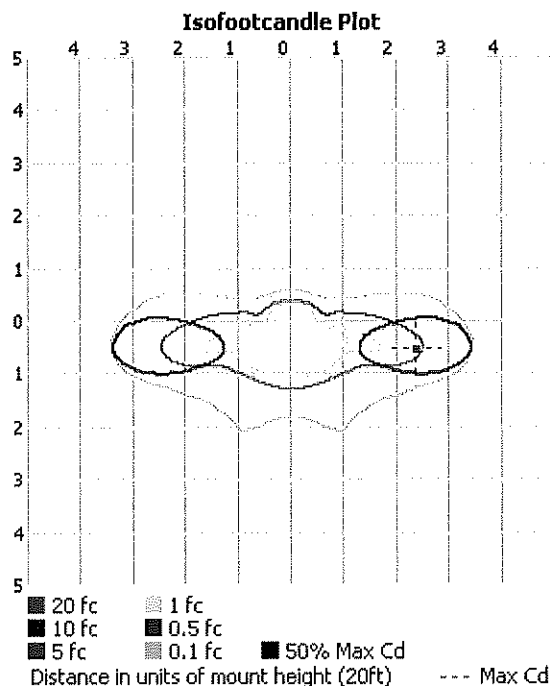
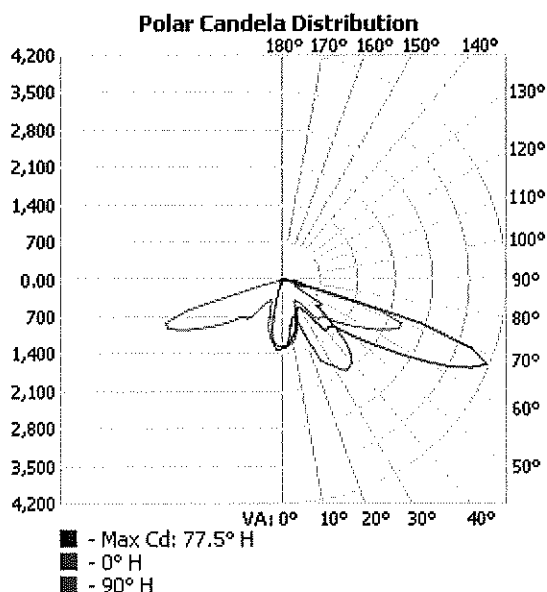
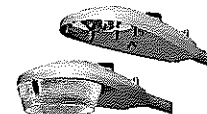
0 10 20 40 60 80 100 Feet

DOVER STREET AND PROSPECT STREET
PROPOSED STREET LIGHTING

OUTDOOR PHOTOMETRIC REPORT

CATALOG: ATBS C XXXXX R2 3K

TEST #: 107413P37
 TEST LAB: SCALED PHOTOMETRY
 TEST NOTES: SCALED FROM ABSOLUTE TEST: 107413P0
 TEST DATE: 10/25/2016
 CATALOG: ATBS C XXXXX R2 3K
 DESCRIPTION: ATBS C PERFORMANCE PACKAGE, 3000K COLOR TEMPERATURE, ROADWAY TYPE II DISTRIBUTION
 SERIES: AUTOBAHN ATBS
 LAMP CATALOG: LED
 LAMP: LED
 LAMP OUTPUT: TOTAL LUMINAIRE LUMENS: 3628.1, ABSOLUTE PHOTOMETRY *
 BALLAST / DRIVER: LED DRIVER, LED DRIVER
 INPUT WATTAGE: 31
 LUMINOUS OPENING: CIRCULAR (DIA: 11.04")
 MAX CD: 4,142.9 AT HORIZONTAL: 77.5°, VERTICAL: 67.5°
 ROADWAY CLASS: MEDIUM, TYPE I



*TEST BASED ON ABSOLUTE PHOTOMETRY WHERE LAMP LUMENS=LUMENS TOTAL.

*CUTOFF CLASSIFICATION AND EFFICIENCY CANNOT BE PROPERLY CALCULATED FOR ABSOLUTE PHOTOMETRY.

VISUAL PHOTOMETRIC TOOL 1.2.46 COPYRIGHT 2017, ACUITY BRANDS LIGHTING.

THIS PHOTOMETRIC REPORT HAS BEEN GENERATED USING METHODS RECOMMENDED BY THE IESNA. CALCULATIONS ARE BASED ON PHOTOMETRIC DATA PROVIDED BY THE MANUFACTURER, AND THE ACCURACY OF THIS PHOTOMETRIC REPORT IS DEPENDENT ON THE ACCURACY OF THE DATA PROVIDED. END-USER ENVIRONMENT AND APPLICATION (INCLUDING, BUT NOT LIMITED TO, VOLTAGE VARIATION AND DIRT ACCUMULATION) CAN CAUSE ACTUAL PHOTOMETRIC PERFORMANCE TO DIFFER FROM THE PERFORMANCE CALCULATED USING THE DATA PROVIDED BY THE MANUFACTURER. THIS REPORT IS PROVIDED WITHOUT WARRANTY AS TO ACCURACY, COMPLETENESS, RELIABILITY OR OTHERWISE. IN NO EVENT WILL ACUITY BRANDS LIGHTING BE RESPONSIBLE FOR ANY LOSS RESULTING FROM ANY USE OF THIS REPORT.

107413P37
 VISUAL PHOTOMETRIC TOOL

PUBLISH
 PAGE 1 OF 4

OUTDOOR PHOTOMETRIC REPORT
 CATALOG: ATBS C XXXXX R2 3K
**ZONAL LUMEN SUMMARY**

ZONE	LUMENS	% LUMINAIRE
0-30	691.1	19%
0-40	1,176.3	32.4%
0-60	2,431.1	67%
60-90	1,197.0	33%
70-100	425.6	11.7%
90-120	0.000	0%
0-90	3,628.1	100%
90-180	0.000	0%
0-180	3,628.1	100%

LUMENS PER ZONE

ZONE	LUMENS	% TOTAL	ZONE	LUMENS	% TOTAL
0-10	110.7	3.1%	90-100	0.000	0%
10-20	243.9	6.7%	100-110	0.000	0%
20-30	336.5	9.3%	110-120	0.000	0%
30-40	485.2	13.4%	120-130	0.000	0%
40-50	604.7	16.7%	130-140	0.000	0%
50-60	650.1	17.9%	140-150	0.000	0%
60-70	771.5	21.3%	150-160	0.000	0%
70-80	365.0	10.1%	160-170	0.000	0%
80-90	60.6	1.7%	170-180	0.000	0%

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DOWNWARD HOUSE SIDE:	667.8	18.4%
DOWNWARD TOTAL:	3,628.8	100%
UPWARD STREET SIDE:	0.000	0%
UPWARD HOUSE SIDE:	0.000	0%
UPWARD TOTAL:	0.000	0%
TOTAL LUMENS:	3,628.8	100%

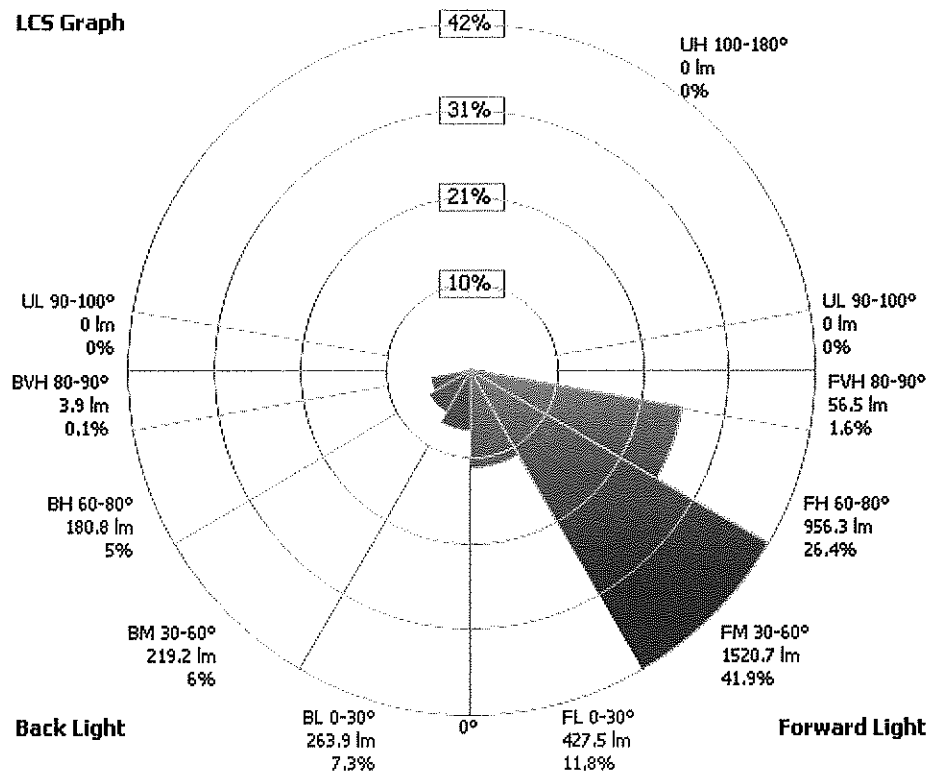
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VERY HIGH(80-90):	3.9	0.1%
UPLIGHT		
LOW(90-100):	0.000	0%
HIGH(100-180):	0.000	0%
TRAPPED LIGHT:	0.000	0%

OUTDOOR PHOTOMETRIC REPORT
 CATALOG: ATBS C XXXXX R2 3K



LCS Graph



Back Light

Forward Light

Scale = Max LCS %

Trapped Light: 0lm, 0%

OUTDOOR PHOTOMETRIC REPORT
CATALOG: ATBS C XXXXX R2 3K

**CANDELA TABLE - TYPE C**

	0	15	25	35	45	55	65	75	85	90	105	115	125	135	145	155	165	175	180
0	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261	1261
5	1128	1072	1078	1093	1112	1136	1167	1189	1219	1234	1271	1291	1304	1312	1316	1319	1322	1323	1321
10	845	817	828	854	891	939	992	1052	1124	1164	1240	1247	1251	1229	1211	1189	1170	1164	1112
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45	1657	1598	1608	1544	1406	1298	1235	1230	1094	980	414	112	54	47	48	55	63	61	60
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75	406	450	395	279	149	196	506	648	917	457	68	39	25	16	15	13	13	13	13
80	337	338	274	142	69	77	279	396	68	27	16	16	15	12	11	12	12	11	10
85	219	200	161	53	23	27	41	177	73	15	9	8	7	6	6	5	6	6	5
90	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

REQUESTED STREET LIGHT - LOCATION AND ESTIMATED COST

<i>Location</i>	<i>Fixed Cost</i>	<i>Monthly Cost</i>	<i>Notes</i>
12 Dover Street - SNET Pole 4780	\$ -	\$ 20.00	1 New Light at \$20/Mo./Light
Prospect Street - SNET Pole 5218	\$ -	\$ 20.00	1 New Light at \$20/Mo./Light
Prospect Street - SNET Pole 5220	\$ -	\$ 20.00	1 New Light at \$20/Mo./Light
TOTAL	\$ -	\$ 60.00	



CITY OF NORWALK
Personnel & Labor Relations
Tina Fogell
Chief Human Resources Officer
tfogell@norwalkct.org
P: 203-854-7724 / F: 203-854-7329
125 East Avenue, PO BOX 5125
Norwalk, CT 06856

To: Public Safety & General Government Committee

From: Tina Fogell, Chief Human Resources Officer

Date: August 17, 2022

Re: 2022 Annual Salary Adjustments for Ordinance Employees

In accordance with the revised Pay Plan for Non-Union, Appointed and Elected Officials, the City is requesting the Common Council's authorization and approval for the Mayor to adjust the pay schedule of employees covered by this Plan by 2.35% effective July 1, 2022. This adjustment to this pay schedule is consistent with the pay rate adjustments received by the City's Unionized workforce in the settlement of the collective bargaining agreements. There are currently 22 City employees covered by this Pay Plan, and the funding has been allocated in the approved City budget for fiscal year 22-23.